



2017 CTR Training Information and Calendar

MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES

Division of HIV and STD Programs

HIV Care and Prevention Section

Education, Training Resources, and Data Unit

For further information, please choose the appropriate contact:

Counseling, Testing, and Referral Trainings

Phone: (517) 335-7718

Fax: (517) 373-1495

MDHHS-hivprevtraining@michigan.gov

Partner Services Trainings

Tracy Peterson-Jones

(517) 335-0401

MDHHS-hivprevtraining@michigan.gov

Information Based Testing Web Training

Anita Singh

(517) 373-9803

MDHHS-hivprevtraining@michigan.gov

Evaluation and Partner Services Web Training

Christine Convery

(248) 424-7926

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Counselor ID #s

Kyra Sanders

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MDHHS-hivprevtraining@michigan.gov

Mission

HIV Prevention Training Services in Michigan are coordinated through the HIV Care and Prevention Section (HCPS). The Section, in turn, is part of the Division of HIV and STD Programs in the Michigan Department of Health and Human Services (MDHHS).

The Section focuses on HIV-related activities, including: HIV testing for individuals; linking individuals who test positive for HIV to medical care; helping individuals remain HIV negative; working with partners who may be at risk for HIV; and, offering training and certification to HIV Prevention Test Counselors throughout Michigan.

The MDHHS HIV Prevention activities are focused on decreasing the overall number of new HIV infections, working to suppress the overall viral load of communities at risk, and improving the lives of all Michigan residents. Participants can receive education and training on HIV basic knowledge and prevention counseling skills, Partner Services, Evaluation Web, and Partner Services Web.

Within these pages, you will find resources for HIV prevention training, testing, counseling, and partner services activities, as well as a variety of other trainings.

Information found here will be of particular interest to: local health departments and community-based organizations, both funded and not funded by MDHHS; physicians, disease intervention specialists, nurses, other healthcare providers; and, of course, residents of Michigan.

Eligibility

All interested persons are welcome to apply to the Counseling, Testing, and Referral (CTR) Training courses. Each course has special eligibility and prerequisites. Applicants who are volunteering and/or employed at a State-funded agency will receive highest priority for course placement. When space is available, a non-State funded applicant may be placed in the module trainings. Employees providing test counseling at a non-state funded agency will be prioritized over volunteers from these agencies for placement in the HIV module trainings.

Registration

In order to register for Modules 2 and 3, an applicant must successfully complete Module 1 on-line via <https://mi.train.org/>. No application is required for Module 1. The applications for Module 2, Module 3, Partner Services, and/or Update Trainings must be completed separately.

Completed applications should be emailed to MDHHS-hivprevtraining@michigan.gov or faxed to (517) 373-1495 ATTN: Training Unit.

NOTE: A participant must complete Modules 1, 2, and 3 within one year. If a participant does not complete all modules within one year, the individual must repeat the series.

Cancellation

Applicants who are unable to attend any registered trainings must contact the Training Unit at MDHHS-hivprevtraining@michigan.gov or (517) 335-7718 no later than two working days before the scheduled training. Failure to do so may result in “lost priority” for the applicant for any future trainings.

Participation Requirements

Full participation and successful completion of exams (80% or better) are required for all trainings in order to receive full credit. Exams are given at CTR and Partner Services (PS) trainings. Continuing education hours (CE’s) are offered to registered nurses and nurse practitioners that successfully complete Module 3. Break and lunch times are not counted toward CE hours.

Counselor Certification/Recertification

All counselor certifications expire at the end of the second full year from issue date (i.e. issued February 2015, expires December 2017). All update documentation must be submitted to MDHHS on or before December 31st of the expiration year. HIV Training Unit staff will confirm receipt of information and status of submission via email. It is the responsibility of the counselor and/or their agency to monitor certification status.

NOTE: Only HIV test counselors associated with State-funded agencies will receive an ID number. This ID number is not transferrable to a new agency, State-funded or not.

In order to maintain active counselor certification, all counselors must:

1. Complete six hours of update CE courses every two years, per the following guidelines.
 - State of Michigan (SOM) - sponsored HIV update trainings are eligible to maintain certification. This includes HIV prevention, care, and PS trainings.
 - Non-SOM update trainings with HIV-related content may be eligible, if the following criteria are met:
 - HIV-related content is considered to be any subject matter that equips participants with enhanced skills or knowledge with practical application to their work with clients in the HIV field.
 - The following areas are eligible: counseling, psychosocial issues, special populations’ issues (e.g. substance abuse, women’s health, etc.), epidemiology, biology, testing, and/or treatment.

NOTE: Update hours can be attained from one session or in smaller segments over time.

2. Conduct at least 12 HIV counseling and testing sessions every two years.
 - *HIV CTR program supervisors, case managers, and partner services/disease intervention staff are exempt from this requirement only.*

NOTE: Both of the above requirements must be completed prior to submitting documentation for recertification. See the Update Training Calendar for more information.

Counseling, Training, and Referrals (CTR) Trainings

For all trainings, participants must receive an 80% or better on the exams and have full attendance/participation. If participants fail the exam in Modules 1, 2, or 3, the participant will get one chance to retake the exam. Supervisors will be notified of failures and retakes for Modules 2 and/or 3.

All courses are free of charge.

Module 1: Basic HIV Knowledge

Module 1 is an online course which covers the history of HIV and AIDS, how HIV affects the body, perinatal care, and etc. It provides the core information of HIV and AIDS. This training is a required step **BEFORE** taking HIV Prevention Specialist (Module 2) or Test Counselor (Module 3) certification.

Pre-requisites: None

How to access Module 1:

1. <https://mi.train.org>
2. Create an account.
3. Search '1059900' for the Module 1 course.
4. Click on the 'Registration' tab and 'Launch' the course.
5. Upon completion, ***print and send the certificate with the Module 2 application through email MDHHS-hivprevtraining@michigan.gov or fax ATTN: Training Unit at (517) 373-1495.***

Module 2: HIV Prevention Specialist

Module 2 is a one-day, in-person course. It is designed to provide analysis of possible external and internal factors of socioeconomic, cultural, and social factors a client may experience. Upon completion of the module, participants should be able to facilitate client-centered prevention

counseling, understand how external and internal factors can affect a client's behavior, and offer a variety of prevention options based on the client's needs.

Pre-requisites:

1. Successful completion of Module 1.
2. Submission of an application with Module 1 certificate *through email* MDHHS-hivprevtraining@michigan.gov or *fax ATTN: Training Unit at (517) 373-1495*.

Module 3: HIV Counseling, Testing, and Referral Certification

Module 3 is a two-day, in-person course. Participants will receive the fundamental elements of delivering negative, positive and indeterminate/invalid test results, PrEP, linking clients to care, and initiating Partner Services (PS) information. Upon completion of the module, participants should be able to understand and explain test results, provide PrEP referral options, and link clients to care and PS.

Pre-requisites:

1. Successful completion of Module 2.
2. Submission of an application with Module 2 certificate *through email* MDHHS-hivprevtraining@michigan.gov or *fax ATTN: Training Unit at (517) 373-1495*.

Information Based Testing (IBT) Web Training

Successful completion of IBT Training will satisfy required testing criteria for those who will be providing HIV testing at low-morbidity local health departments. The web course covers essential information about HIV, providing the elements of informed consent for HIV testing, and delivering or initiating the delivery of HIV test results. This course DOES NOT replace the test counselor certification courses (Modules 1-3) for persons providing test counseling at community-based organizations and high-morbidity local health departments.

Please contact Anita Singh at MDHHS-hivprevtraining@michigan.gov or (517) 373-9803 for information on accessing IBT Training.

Evaluation Web Training

Trainings for Evaluation Web will be provided as needed or requested per agency. If trainings are needed, please contact Christine Convery at (248) 424-7926 or converyc@michigan.gov.

2017 Training Calendar
HIV Counseling, Testing, and Referral Certification Courses

Dates are subject to change

Module 1: Basic HIV Knowledge

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Module 2: HIV Prevention Specialist

<u>Training Dates</u>	<u>Location</u>	<u>Application Deadline</u>
Friday, January 20, 2017	Detroit	Friday, January 6, 2017
Friday, February 17, 2017	Lansing	Friday, February 3, 2017
Friday, March 17, 2017	Detroit	Friday, March 3, 2017
Friday, April 14, 2017	Lansing	Friday, March 31, 2017
Friday, May 5, 2017	Detroit	Friday, April 21, 2017
Wednesday, June 14, 2017	Grand Rapids	Friday, May 26, 2017
Friday, July 21, 2017	Detroit	Friday, July 7, 2017
Wednesday, September 13, 2017	Grand Rapids	Friday, August 25, 2017
Friday, September 22, 2017	Detroit	Friday, September 8, 2017
Friday, October 20, 2017	Lansing	Friday, October 6, 2017

Module 3: Counseling, Testing, and Referral

<u>Training Dates</u>	<u>Location</u>	<u>Application Deadline</u>
Thursday/Friday, January 26-27, 2017	Detroit	Friday, January 13, 2017
Thursday/Friday, February 23-24, 2017	Lansing	Friday, February 10, 2017
Thursday/Friday, March 23-24, 2017	Detroit	Friday, March 10, 2017
Thursday/Friday, April 20-21, 2017	Lansing	Friday, April 7, 2017
Thursday/Friday, May 11-12, 2017	Detroit	Friday, April 28, 2017

Thursday/Friday, June 15-16, 2017	Grand Rapids	Friday, May 26, 2017
Thursday/Friday, July 27-28, 2017	Detroit	Friday, July 14, 2017
Thursday/Friday, September 14-15, 2017	Grand Rapids	Friday, August 25, 2017
Thursday/Friday, September 28-29, 2017	Detroit	Friday, September 15, 2017
Thursday/Friday, October 26-27, 2017	Lansing	Friday, October 13, 2017